



BENTHAM TOWN COUNCIL

Town Clerk:
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Bentham, Lancaster LA2 7LH

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29th November 2023

There will be a Meeting of Bentham Town Council on **Monday 4 December 2023 at **7:30pm** in the Lower Hall of Bentham Town Hall. The Public and Press are invited to attend.**

The Press and Public may not speak when the Council is in session, but they may make points during the “Comments and Concerns” item on the agenda below.

Background papers are available for viewing by appointment before the meeting. They will be circulated to Councillors in the days before the meeting.

AGENDA

190. To **Appoint** Claire Burrow as Town Clerk and Proper Officer of the Council
191. **Apologies** from members unable to attend: -
 - 191.1 To Note Apologies for absence given in advance of the meeting.
 - 191.2 To consider acceptance of reasons for absence – if consideration of reason requested.
192. **Declaration of Interest:**
 - 192.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
 - 192.2 To Approve Dispensation Requests – if dispensation request received.
193. To **receive Comment & Concerns:**
Public participation – to hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation. (NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification; The period of time designated for public participation at a meeting shall not exceed 20 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 3 minutes).
194. To **confirm the Minutes** of the meeting on 6 Nov 2023 (Paper 2023/209)
195. To **receive the Police Report** & allow members to ask questions for information - If any.
196. To **receive a Report from County Councillor** (for information only) - If any
197. To **receive a report from the Public Safety Officer** if available

198. **To consider and comment upon New Planning Applications.**
 - 198.1 ZA23/25455/TPO G1-5 Ash trees on edge of wood, fell to ground level S1- sycamore on edge of wood, fell to ground, A1 Ash dead, fell to ground at Goodenbergh Caravan park, Ravens Close Brow, Low Bentham. (Consultation period lapsed) (paper 2023 / 210)
 - 198.2 ZA23/25496/HH Installation of natural swimming pool and associated infrastructure, The Wenning, Station Road, Bentham (paper 2023 / 217)
 - 198.3 2022/24458/OUT Outline application for up to 27 dwellings with all matter reserved except for access Land South of Low Bentham Road, High Bentham, Lancaster, LA27BP (paper2023/221)
 - 198.4 To receive Planning Decisions:
 - 198.4.1 ZA23/25342/FUL –Construction of concrete slurry store at Waterscales Farm, Bentham – GRANTED
 - 198.4.2 ZA23/25376/VAR - Application to vary condition no 2 (Approved plans etc. (CDC)) of planning approval referenced 2021/22740/FUL at Barn, High West End, Cross Lane, Low Bentham, Lancaster, LA2 7ES - GRANTED
199. **Highway Matters**
 - 199.1 To further discuss the presence of Japanese Knot weed at Mill Lane B-I-L (paper 2023/211)
 - 199.2 Consider arrangements for snow ploughing (paper 2023/215)
 - 199.3 To receive an update on street lights – Green Lane Low Bentham
 - 199.4 To Consider and Note Highway Matters for Information. If any (Councillors can comment on any minor Highways issues currently causing concern)
200. **To agree the Accounts for Payment.**
 - 200.1 To discuss any outstanding invoices 2023/218
 - 200.2 To discuss budget and provisional precept for the NYC 2023/219
 - 200.3 To reconsider purchasing the additional cemetery module for Scribe
 - 200.4 To consider arrangements for the 2023/4 internal audit if available
201. **To receive an update on the arrangements** to hold a Market
202. **To consider the following Correspondence:**
 - 202.1 Update on Royal mail address change for Low Bentham
 - 202.2 To discuss arrangement for ongoing defibrillator maintenance Craig Lyon (paper2013/220)
 - 202.3 Discuss arrangements for additional defibrillators (paper 2023/212)
 - 202.4 Arrangements and consultation on HWRC (paper 2023/213andb)
 - 202.5 NYC Planning policy - Statement of community involvement (sent by email for info only)
 - 202.6 Polling district review (paper 2023/214)
203. **To discuss Town Hall matters**
 - 203.1 – Discuss the replacement of fire call points
 - 203.2 – To consider replacement water Boilers for the lower hall and Wenningdale rooms (papers 2023/216a&b) quotes received Wenningdale £335.99 Lower Hall Kitchen £444.99
 - 203.3 – To arrange for their fitting if approved
204. **To Discuss matters in relation to the Town Clerk position**
 - 204.1 Mobile phone contracts
205. **To Recieve an update** on the Bentham Masterplan and decide on a course of action if required
206. To receive **Reports from Councillors** who represent the Council on other bodies (for information only) - If any.
207. Items for **next meeting and minor items for information** only.

208. Date of **next meeting**.
209. To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, that the public and press be excluded further from the meeting, whilst item **210** are considered:-
210. To further **discuss / receive an update** the sale of the Community Youth Building and the completion of any necessary paperwork.

Gareth Adams & Claire Burrow
Chair & Clerk
29/11/23